

**CIRCULAR**

**Cir. No. 355/RVM (SSA)/C8/2013**

**Date: 27-05-2013**

**Sub:** AP RVM (SSA), Hyderabad – organize activities during the year 2013 from **1<sup>st</sup> June, 2013** onwards in three phases in all the Habitations/Gram Panchayats (GPs) in the state – Certain instructions Issued – Reg.

**Ref:** 1. C&DSE, A.P., Hyderabad Proc.Rc.No. 912/B1-1/2012, dated: 18.04.2013.  
2. SPDs Note File Approved on dated: 18.05.2013

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All the Project Officers of RVM (SSA) and District Educational Officers in the State is invited to the reference 1<sup>st</sup> read above, wherein certain instructions were issued regarding Educational activities during the 1<sup>st</sup> Week of June, 2013 vide reference cited.

Further, informed that it is decided to organize activities during the year 2013 from **1<sup>st</sup> June, 2013** onwards in **three phases** in all the Habitations/GPs in the state.

**1<sup>st</sup> Phase** – Pre – School Opening activities from 1<sup>st</sup> June to 11<sup>th</sup> June, 2013

**2<sup>nd</sup> Phase** – After 12<sup>th</sup> June up-to 20<sup>th</sup> June, 2013 and soon after opening of Schools

**3<sup>rd</sup> Phase** – Vidya Sadasulu to be organized at Regional level in the State (The dates for this will be informed separately)

The main objectives of the Education:

**Objectives:**

- Enrolment of 5+ children into 1<sup>st</sup> class.
- Admission of Out of School Children into Regular Schools (Short term dropouts), KGBVs, RSTCs/NRSTCs - “Special Training Centers” (long term dropouts & never enrolled children).

- 100% transition of the school going children into the next higher classes with focus on transition of 5<sup>th</sup> 7<sup>th</sup> and 8<sup>th</sup> class children into 6<sup>th</sup> , 8<sup>th</sup> and 9<sup>th</sup> classes respectively from Primary and Upper Primary Schools to High Schools.
- Ensuring water, sanitation and hygiene in all schools.

The following guidelines are communicated for effective implementation of the Programme:

Accordingly, the following instructions / guidelines are hereby issued.

It is decided to organize activities from **1<sup>st</sup> June, 2013** onwards through publicity/ awareness campaign on Right to Education Act, 2009. The following activities are proposed.

1. Conducting Habitation/GP meetings on RTE Act, to create awareness on the provisions of the Act: Habitation/Gram Panchayats (GPs) meetings on RTE Act shall be conducted in all the School catchment area Habitation/GPs in the State from **1<sup>st</sup> June, 2013** onwards. The Project Officer shall get instructions issued from the District Collector to the District Panchayat Officer and MPDO's for issue of notification for conducting the Habitation/GPs in a phased manner in different Habitation/GPs every day. The MEO shall be asked to coordinate with the MPDO in smooth conduct of the Habitation/GPs as well as facilitating in providing the necessary IEC material on RTE. The MEO shall ensure that the SMC members & HMs of all the Govt./Aided Schools in the jurisdiction of the Habitation/GP meetings.

The Panchayat Secretaries shall be asked to effectively coordinate the conduct of Habitation/GPs meetings and the MPDO & MEO shall visit the Habitation/GPs meetings at random and furnish a report to the Mandal Special Officer and the Project Officer, RVM (SSA).

2. The Project Officers shall direct the all HMs to utilize an amount of **Rs.400/-** per class room including verandah/dormitory to white washing and decoration of their school from maintenance grant and an amount of **Rs.500/-** from school grant provision towards conduct of Habitation/GP meetings respectively along with guidelines for utilization of amounts.

3. Awareness campaign on RTE Act through “Mobile Vans - Kalajatha troupes” of Information & Public Relations Department: The Information & Public Relations Department will place trained (1) “Kalajatha troupe” in each district with the necessary Audio-Visual equipment and mobile van at the disposal of the DPO’s. The Project Officers shall chalk out with the Action Plan for utilizing the “Kalajathas” for sensitization of the Community members in Special Focused Group areas on RTE Act by sending them to various villages/ towns in consultation with the DPROs. The necessary funds for the purpose have released to the I&PR department with the approval of the District Collector.
4. “Wall Writings” on the wall of Government Schools & Grama panchayath Offices on the provisions Children’s Entitlements under RTE Act: “Wall Writings” on the entitlements of Children under the RTE Act shall get written on the walls of all Government Schools & Grama panchayats. The template/ content of the wall writings will be communicated separately. The assistance of I & PR/DPRO may be taken for this purpose.
5. Immediate necessary action shall be taken by all the Project Officers to convene a convergence meeting under the Chairmanship of the District Collector with the District Heads of Stakeholder departments like, District Educational Officer, P.O. RVM (SSA); Project Director, N.C.L.P, SE(RWS),DD Social Welfare, DTWO, BC Welfare, Minority Welfare, Dy. Director, Adult Education, Project Director, Women & Child Welfare, P.D,R.D.A/IKP; P.O,I.T.D.A.; Chief Executive Officer (Zilla Parishad); District Panchayat Officer, D.P.R.O, General Manager, Industries; Deputy/Asst. Commissioner of Labour; Principal DIET and Representatives of NGOs etc., to discuss and finalize the district action plan for conduct of the programme.
6. Necessary orders may be obtained from the District Collector to constitute district level teams consisting of **District Officers / Special Officers** to oversee conduct of the programme at Mandal Level. Necessary orientation shall be given to these teams to ensure smooth conduct of the programme at Mandal level.
7. A Committee shall be constituted at District level comprising District Collector as Chairman, Project Officer RVM (SSA) as Convener and the District Officers representing School Education, RVM (SSA), Department of Women and Child Welfare(W & CW)/ Integrated Child Development Scheme (ICDS), Department of Labour, National Child Labour Project (NCLP), Deputy Director of Adult Education, DRDA – IKP, RWS, Panchayath Raj, Intermediate

Education, Health Department, Social Welfare, Tribal Welfare, Minority Welfare, BC Welfare, Disabled Welfare Departments, Municipal Administration and APEWIDC as members.

8. The District Officers of stakeholder departments shall give necessary instructions to their field functionaries well in advance on organizing day wise activities.
9. A separate meeting shall be convened by the District Educational Officer and Project Officer of RVM (SSA) with the Dy. Educational Officers (Dy.EOs), Mandal Educational Officers (MEOs), Cluster Resource Persons (CRPs) & Mandal Coordinators (MCOs) of Saakshara Bharat, CDPOs, Asst. CDPOs & Supervisors of ICDS and NGOs etc., to finalize the school / habitation level Action Plan. Necessary instructions / guidelines on conduct of “**Education Fortnight**” should be furnished to the participants of all meetings (District & Mandal) well in advance on conduct of the meetings.
10. A Mandal Level core committee shall be constituted immediately comprising of Special Officer as Chairman, Tahsildar (MRO), MPDO, MEO (Member Convener), CRPs, MCOs of Saakshara Bharat, IERTs, Mandal Samakhya President /Secretary; Asst. CDPO & Supervisor of Women & Child Welfare Department, Asst. Commissioner of labour, local S.I of Police, Divisional PROs, Mandal Samakhya president/Secretary, NGOs etc., to coordinate and implement “**Education Fortnight**” schedule under the supervision of mandal level Special Officer.
11. A habitation level Core Committee should be constituted immediately with Municipal Councilor/Special Officer (Chairman), HM(Member Convener), Teachers, G.P. Secretary, Village Samakhya President/Secretary, SMC members, VCOs of Saaskhar Bharath programme, SHG members, Mothers committee members, Anganwadi Teachers/ANM, NGO's and CBOs etc.
12. **Task Force Committee:** Constitute a Task Force Committee at the mandal level with Tahsildar (MRO), MPDO, MEO, CRP's, ICDS supervisor, NGO representative, Asst. Labor Commissioner. The committee should visit every village in their mandal and shall organize Special Grama Sabhas to create awareness among the communities, identify, and enroll children into the schools, RSTCs/ NRSTC's, KGBV's, Seasonal Hostels.

13. The meeting of the District, Mandal and habitation level Core Committees should be conducted on or before **1<sup>st</sup> June, 2013**.
14. The Mandal Educational Officer shall conduct a meeting with all HMs at MRC on 31st May 2013 to brief the schedule, importance and significance of "Education Fortnight" 2013 and about Day-wise reporting.
15. Necessary instructions should be issued, to all the School Management Committees through the concerned M.E.Os permitting them to incur expenditure @ **Rs. 500/-** for Primary Schools and **Rs. 750/-** for Upper Primary Schools from the School Grant funds towards conducting the campaign at the habitation / school level.
16. The H.M.s of the respective Schools should be made responsible for admitting the children of 5th, 7th and 8th class into the nearest U.P/High Schools. No entry/admission fees shall be collected for admission into any class in Govt./Aided schools. The District Educational Officers shall issue necessary instructions accordingly.
17. C.R.Ps should be made responsible for implementation of "Education Fortnight" in their clusters in a befitting manner and for collection of data and submission of day-wise reports to DPO.
18. The MEOs may be asked to coordinate with the Asst. Labour Officers for taking up of enforcement activities for rescue & re-habilitation of child labour from 1st June to 30th June, 2013. M.E.O's shall be directed to share the allotted vehicle with Asst. Commissioner of Labour (ACL) for implementing enforcement drives. He/She should also share the vehicle with Task Force Team. The children rescued should be accommodated in transit homes to be run in existing RSTCs. The penalties collected from the employer must be credited in the account of the child. Project Officers are requested to actively coordinate with Deputy Commissioner of Labour (DCL)/ACL of labour dept.
19. Immediate action shall be taken to get the banners, Posters and Pamphlets, Leaflets printed in sufficient numbers. Poster and Hon'ble Chief Minister and Hon'ble Education Minister Letters on "Education Fortnight" and RTE will be supplied to the DPOs by the SPO before 01.06.2013. The soft copy of the

Admission Form, Pamphlets/Leaflets & Banners shall be sent through e-mail by State Project Office. The content and sizes for Pamphlet/Leaflets and Banner may be modified if necessary at the District Level according to local needs and inputs. The work of printing should be taken-up strictly following the procurement guidelines of SSA. A few Hoardings may be put in urban areas at vantage points so as to create awareness about the “Education Fortnight”.

20. Monitoring of the programme would be done by the Mandal level team and the Daily Monitoring Report (DMR, **Proforma-I**) Daily Situation Report (DSR, **Proforma-II**) and 100% Enrolment Report (**Proforma-III**) in the prescribed formats should be submitted by the M.E.O to the D.P.O on the same day and the D.P.O shall consolidate the Mandal wise report and submit the District report to the State Project Office by e-mail on the same day. In case information is not received from some mandals, then the final report should be submitted before 11:00 am of the next day without fail. The DSR formats will be communicated by the SPO to the District Project Office through E-Mail. **ASO & APO** of the DPO shall be made in-charge immediately to obtain DSR for consolidation and submitting the DSR everyday to the State Project Office through email.
21. Vehicles may be engaged as per norms in vogue @1 vehicle per mandal for enrolment & monitoring purpose **for a period of 1 month from 1<sup>st</sup> June to 30<sup>th</sup> June, 2013.** The vehicle will be placed at the disposal of the Mandal level monitoring team headed by the MEO and the same will be spared to the Enforcement team for rescue & re-habilitation of child labour. The P.O.RVM (SSA) shall monitor the implementation of Enforcement along with the DCL/ACL of Labor department in his vehicle.
22. Cell shall be opened in all the District Project Offices of RVM (SSA) in the state to monitor the implementation of activities and provide required guidance to the field functionaries.
23. Correct information shall be furnished to State Project Office during the “Education Fortnight” on daily basis. Action will be initiated against the officers who submit false information.
24. All the sectoral officers shall be assigned with certain mandals for effective implementation of the programme.

25. Mapping of vulnerable pockets/Special Focused Groups areas with respect to dropouts, low enrolment, habitations of under privileged communities etc., may be identified in districts well in advance to address the issues in a focused manner.
26. Various village level organizations shall be motivated to participate in the programme.
27. Kalajatha teams and Village Coordinators/ Preraks of “Sakshara Bharath” programme may be roped into the programme so as to utilize their services for the cause of Elementary Education.
28. Book depots shall be opened in identified schools in convergence with the Department of Libraries. Reading mela shall also be organized in all schools to demonstrate the performance of children and also to inculcate reading habit among children.
29. Steps shall be taken to declare some of the villages as Out of School Children free as part of Special Enrolment Drive and continue throughout the year till the completion of all villages.
30. Plantation shall be taken up in schools with the help of school children, NCC cadets, NSS volunteers, DIET trainees etc.,
31. All the Project Officers shall submit a report on daily basis comprising press cuttings, status of activities taken up, issues if any etc.,
32. Health checkups should be taken up every day during “Education Fortnight” irrespective of the theme in convergence with Medical and Health department. Health cards shall also be issued to the children of regular schools, KGBVs, Madarasas, Special Training Centers etc.,
33. The Heads of Departments of libraries, Adult Education will give separate instructions to their concerned district level officials on the areas of convergence during “Education Fortnight”.
34. The Project Officers are permitted to incur reasonable expenditure towards printing of banners, pamphlets, Posters, wall paintings, engaging vehicle and other incidental expenditure. The expenditure shall be met from the provisions available under Monitoring & Supervision / Community mobilization/ Management costs.
35. The DEO & P.O., RVM (SSA) should effectively coordinate the activities proposed with all the Stakeholder departments/organizations like Teacher

Unions & CSOs under the leadership of the District Collector and ensure that the programme is made a grand success in the district.

### **Inclusion of Specific Activities during Education Fortnight Programme for the enrolment of Muslim Minority Children in Govt. Schools/KGBVs**

#### **Activities to be conducted by the team:**

1. The team should prepare day-wise Plan of Action for 15 days by identifying the Muslim Minority thickly populated Villages/Mandals/Towns/Pockets and Blocks where KGBVs are located with the help of concerned sectoral officers at DPO.
2. The list of OSC (Habitation wise) may be obtained from the ALSCo of concerned DPO.
3. Team should conduct meetings as a part of campaign with the help of local Teachers, CRPs, DRPs, Community Leaders and SMC members to convince the importance of modern education.
4. The team should visit the parents of OSC to convince them and to admit those children in the schools simultaneously.
5. The team should visit to the Madarsas and collect the information of children who have completed their Madarsa education and to mainstream them in to the age appropriate classes.
6. The team should visit the KGBVs (particularly Minority KGBVs) in the districts and conduct meetings with the help of SO, CRTs of KGBV, GCDO, CMO, ALSCo, CRPs and Local Community Leaders etc., to provide the awareness on the facilities available for Education of Muslim Minority Girls, identifying the OSC girls and admit them in the KGBVs. Ensure that only minority girls should be enrolled in minority KGBVs and also ensure that minimum of 4% minority girls should be enrolled in non minority KGBVs.
7. The State Urdu Wing Officers will also coordinate and support to the team members for effective implementation.

All the Project Officer's of RVM (SSA) and District Educational Officers in the State are therefore requested to take immediate necessary action as per the above instructions and report compliance.

Encl: 1. Proforma: I,II & III  
2. Soft copy of Banner, Pamphlet  
& Admission Form



**Copy to:**

All the Project Officer's of RVM (SSA) in the State.

All the District Educational Officers in the State for information & necessary action.

All the Sectoral Officers of State Project Office for information & necessary action.

All the Regional Joint Director of School Education in the state for necessary action.

All the District Collector's & Chairpersons, RVM (SSA) in the state for information and necessary action.

All the H.O.Ds of School Education Department, Hyderabad.

**Copy to:**

The Commissioner, Panchayat Raj Department, Hyderabad.

The Commissioner, Information & Public Relations Department, A.P, Hyderabad.

The Chief Executive Officer, SERP, Hyderabad.

The Commissioner of Labour, A.P, Hyderabad.

The Director, Women & Child Welfare department, Hyderabad.

The Director, Adult Education, A.P, Hyderabad.

The Commissioner, Tribal Welfare, A.P. Hyderabad.

The Commissioner, B.C Welfare, A.P., Hyderabad.

The Secretary, A.P. Residential Society, Hyderabad.

The Secretary, Gurukulam, Hyderabad.

The Commissioner&Director of School Education for information & necessary action.

**Copy submitted to:**

The Addl. Secretary, MHRD, New Delhi for information.

The Principal Secretary to Govt. (PE&SSA) for kind information.

The Principal Secretary to Govt. School Education (SE) for kind information and necessary action.

The Hon'ble Minister PE&SSA, Govt. of A.P., for favour of kind information.

SC/SF.

**Sd/- V. Usha Rani**  
State Project Director

## **GUIDELINES ON EDUCATION FORTNIGHT – 2013-14**

It is a well known fact that enrollment of Children in Schools and their retention are important duties of the education department. For this purpose, education fortnight is being conducted every year. During the current year, the following activities are proposed in three phases.

**I Phase:** Before schools are reopened, teachers shall strive hard to conduct campaigning, canvassing and making the school ready for the children. The following activities are suggested from **1<sup>st</sup> to 11<sup>th</sup> June, 2013** i.e., prior to opening of schools.

### **School enrolment campaign**

- a) The list of all children in school going age (6-14 years) can be collected by the teachers from Anganwadi workers, village elders etc., and this will be the target list for the teachers to enroll all the children figuring in the list.
- b) Anganwadis are the major source of data of the children in the school going age group. Teachers along with SMC members will visit all Anganwadi Centres and talk to the parents of the Anganwadi children to explain the importance of the education, provisions of Right to Education Act and how the admission procedure is simplified in the school. They should given the admission instantaneously.
- c) Habitation meetings should be conducted to motivate parents to admit children in the school using revenue department resources of beat of TOM TOM in all the locations of the village announcing the date of school reopening and the facilities being provided in the schools.
- d) Special focus activities shall be organized for educationally, socially backward children, such as Fisher folk, Tribals of agency area, Children of migrant families and minorities of slum areas for 100% enrollment.

- e) Special attention with emphasis on girls enrollment by admitting them in all KGBVs. as per eligibility and age. Special enrollment drive shall be organized.
- f) Visibility for school admission season should be brought out in the village through distribution of pamphlets, pasting of posters and wall writing etc., Runs and rallies, Kalajathas and various cultural activities suiting the local culture and appreciation shall be conducted in the villages bringing out the importance of the 100% enrolment, transition of children from class to class and continuing of education up to Xth class.

### **Out of School Children (Late Bloomers)**

- a) Number of out of school children are undergoing special training in residential special training centers being managed by NGOs. All such Centers where out of school children are studying should be visited by the teachers verifying their academic standards. If they are qualified enough to join their regular school, these “**late bloomers**” shall be given befitting send-off in RSTCs, so that they would join the main school. In certain villages of some of the districts, it is observed that though children join the primary schools, but do not continue their education in higher classes. This may be because of the social customs, practices and also economic conditions. Teacher shall do counseling with all the parents especially parents of girl children and explain the importance of education and benefits the education would give in the long run. Some success stories wherein through education poverty was overcome should also be explained. Similarly some of the academic achievements of the children of the same village can also be shown practically.

### **b) Schools Ready:**

All school have to be made attractive and at the same time, every school has to follow the RTE compliance, teachers should ensure that all schools are painted before schools reopen. Each class room shall be given proper sign board showing Vth Class room, VIth Class room, HM Room etc.,

Any minor repair to school building shall be taken out of the maintenance grant available in the School. Similarly cleaning of drinking water tanks and hand pump repairs shall also be taken up. Toilets and drainage system shall be kept in good condition. The play ground shall be demarcated visibly. Similarly cycle stand shall also be demarcated with sign board. If any repairs to compound wall or fencing are required, it can also be taken up out of maintenance grant. Class room shall be kept in clean and good condition by white washing, displaying posters available in the schools. All the waste material available in the school including old text books wherever syllabus changed should be disposed off. Class rooms made very attractive for the children to come to the school with keen interest. Schools will be reopened by 12<sup>th</sup> June, 2013.

## **II Phase:**

### **ACTIVITIES PROPOSED AFTER SCHOOLS ARE REOPENED:**

**(From 12<sup>th</sup> June to 20<sup>th</sup> June, 2013)**

After schools are reopened, the following activities shall be taken up as a part of education fortnight.

#### **1. Samoohika Aksharabhyasam Day: (12-06-2013)**

On the first day after schools reopen with all the new children whoever joined, there shall be a ceremony of “Aksharabhyasam” in the school. All parents and village elders shall be called for this ceremony and there shall be festive atmosphere in the school.

#### **2. Right to Education Day: (13-06-2013)**

- Uniforms should be distributed to all the children. Teacher should ensure that uniforms are of good quality and stitched as per the size of the children.

- New Text Books should be distributed to all the children and the concept in that new Text Books should be briefed to the all the children and parents.

3. **Telugu Bhasha Vikasa Dinotsavam: (14-06-2013)**

Campaign on the importance & Significance of Telugu Language. All the Project Officers of RVM (SSA) & District Educational Officers shall be invited Telugu Language Pandits to felicitate them. And all the HMs shall be identified the children of their respective schools who performed well in Reading and Writing Skills in Telugu Language shall be appreciated with Certificate and Prize.

4. **Girl Child Education Day: (15-06-2013)**

- Awareness campaign on benefits of education for the girl child and the facilities available for the girl child: CDPOs, Supervisors, AWWs of Women and Child Welfare Department shall make arrangements for distribution of scholarships, GCP certificates and conduct of awareness campaign on the benefits of girl children.

5. **Quality Education Day: (17-06-2013)**

- Class readiness programme for the children going to the higher classes should be organized wherein language skills acquired by in earlier classes will be recapitulated.
- The children joining the first class shall be welcomed with Candies, Balloons, Cultural activities and other school readiness activities. Cultural functions can be conducted to entertain the new comers so that they will start carry to the school with joy and enthusiasm.
- Huge TLM (Teaching Learning Material) which already prepared by the Teacher, existing library books. Sports and Games material should be displayed and Children should be taken around to see the display. So that they develop interest in book reading, sports and other activities on the coming academic year.

- On school reopening every student shall be asked to write their goals and vision in their diaries, which they would like to achieve in the coming academic year.
- The academic calendar for the academic year shall also be briefed to the children and also to the parents. The new inclusion in the academic calendar like sports and games, moral education, Meena Radio will be explained to the parents.
- The academic calendar, which is prescribed at State level can be followed by every school and the syllabus can be thought as per the academic calendar.
- Accordingly, the periods, Time Table may be prepared & Display at Class room from 1<sup>st</sup> Class to X Class.
- The Moral lessons, sports and game, Cultural activities shall also be incorporated in the Time table. A review on the progress made by the children and Teaching on Quality shall be the main agenda for the SMC meetings.

6. **Teachers, Parents & SMC Day: (18-06-2013)**

General body meeting of the school shall be convened inviting all the parents who are members of the General body and the SMC (School Management Committee) will be formed by electing one of the parent as the Chairman. The detailed guidelines are under issue.

7. **Mid Day Meals Day: (19-06-2013)**

- A workshop will be organised to the Mid Day Meal workers at mandal level to explain the nutrition value of food and right way of cooking to protect available vitamins and minerals. HMs shall also explain about the quantity of the food grains, pulses, vegetables, oils being made available to every child under Mid Day Meal Programme. The entitlement of food grains will also be explained to the parents.

Similarly, SMC members will be explained about their role and responsibility and provisions under RTE.

#### **8. Children with Special Needs Day: (20-06-2013)**

All the children with special needs will be given aids and appliances and also trainings/briefing to familiarize the usage of such aids and appliances. Special camps for visually impaired children will also be conducted. Distribution of Braille text books to visually impaired children will also be taken up.

#### **III Phase:**

**Conduct of District Level Vidya Sadassulu/Sambaraalu:** As part of education fortnight after all SMCs are formed. It is proposed to hold Vidya Sadassulu calling all SMC members and teachers and also some students. Their exact date can be planned for each Region viz; at Warangal, Hyderabad, Chittoor, Kakinada and Guntur separately as a part of the education fortnight. Government will indicate these dates later. These dates will be given in coordination with other department like Women & Child Welfare. Hence will be conducted in three phases i.e., Ist Phase before opening of Schools. Second phase activities will be taken in the school from 12<sup>th</sup> to 19<sup>th</sup> and III Phase is to organize Vidya Sadassulu at Regional level. All the Infrastructure constructed for schools like Model school Buildings, KGBVs, additional class rooms, and buildings of IERCs will be inaugurated during Vidya Sasassus. As education fortnight is a major activity, the following Committees are formed to oversee the programme.

#### **Inclusion of Specific Activities during Education Fortnight Programme for the enrolment of Muslim Minority Children in Govt. Schools/KGBVs**

#### **Guidelines to be followed:**

1. A team may be constituted comprising 4 members, i.e. one from DPO (AAMO/AALSCo), second member, Dy.IoS wherever available or DIET Lecturer or DRP, third and fourth member, from the concerned area teachers where the team is going to visit.
2. For Hyderabad and Ranga Reddy districts 4 teams (consisting of said officers or HMs/SRGs/DRPs/Strong Teachers) may be constituted to cover maximum minority thickly populated pockets.
3. At least **one vehicle exclusively for each Urdu Team** in all districts (except Srikakulam, Vizianagaram and East Godavari) where considerable Muslim Minority Population is available. The said vehicle should be equipped with Public Address System.

4. Sufficient Publicity Material i.e. Posters, Handbills, Pamphlets, Flex's etc. developed in Telugu version for education fortnight programme which are already translated in Urdu version may be utilized by the teams.
5. The norms for Printing of the said Publicity Material for Telugu version may be followed for Urdu version also.
6. Daily compliance report should be submitted to the State CMO and State Minority & Urdu Coordinator also.

**Following Committees will oversee conduct of Education Fortnight at Mandal level, District level & State level.**

**State level:**

1. Principal Secretary to Govt. (PE & SSA) A.P., – Chairman
2. Commissioner & Director of School Education, A.P. - Member
3. State Project Director, RVM (SSA) - Member Convener
4. Commissioner for Women & Child Welfare Dept. A.P. - Member
5. Commissioner for Social Welfare Department - Member
6. Commissioner for BC Welfare Department - Member
7. Commissioner for Minority Welfare Department - Member
8. Commissioner for Tribal Welfare Department - Member
9. Commissioner for Disabled Welfare Department - Member
10. Commissioner for Labour, A.P. - Member
11. Commissioner of Panchayat Raj Dept. AP - Member
12. Commissioner, I&PR Dept. A.P. - Member
13. Chief Executive Officer, SERP A.P. - Member
14. Director, Adult Education, A.P. - Member
15. Director, Medical and Health Department - Member
16. Chief Engineer, RWS Department - Member
17. Secretary, A.P.S.W.R.I.S - Member
18. Secretary, A.P.R.I.E.S - Member
19. Secretary, T.W. R.I.E.S - Member

**District level Committee:**

1. District Collector - Chairman,
2. Project Officer ,RVM (SSA) – Member/Convener
3. District Educational Officer – Member
4. Project Director, W& CW – Member
5. Project Director, DRDA – IKP – Member
6. Project Director, NCLP – Member
7. Deputy Director, Social Welfare – Member
8. District BC Welfare Officer – Member
9. District TW Welfare Officer – Member
10. District Minority Welfare Officer – Member



11. A.D Disable Welfare – Member
12. Deputy Director, Adult Education – Member
13. SE, (RWS) – Member
14. CEO, ZP – Member
15. District Medical & Health Officer – Member
16. DPRO – Member

**Mandal level:**

1. Special Officer, Mandal Praja Parishad – Chairman
2. Tahsildar (MRO) – Member
3. MPDO – Member
4. MEO – Member Convener
5. Supervisor, ICDS – Member
6. President, Mandal Samakhya (SHGs) – Member
7. Asst. Commissioner of Labour – Member
8. Sub- Inspector of Police – Member
9. Mandal Coordinator, Adult Education – Member
10. Principals of Residential Schools /Junior Colleges – Member

**Sd/- V. Usha Rani**  
State Project Director